



LIBERTY HILL

FREEDOM TO GROW

CITY COUNCIL REGULAR MEETING MINUTES

MONDAY – FEBRUARY 24, 2020 – 6:30 PM

Liberty Hill Event Center – Liberty Hill

CALL TO ORDER

Liberty Hill City Council was called to order at 6:30 PM by Rick Hall – Mayor on Monday, February 24, 2020 at the Liberty Hill Learning and Event Center – Hwy. 29 – Liberty Hill. Invocation was given by Pastor Dawn Slack, followed by reciting the Pledge of Allegiance and Texas Pledge. Quorum was established. Council members present: Mayor Rick Hall, Mayor Pro Tem Liz Rundzieher, Steve McIntosh, Gram Lankford, Tony DeYoung, and Kathy Canady. Others present: Tad Cleaves, Barbara Zwernemann, Wayne Bonnet, Casey Cobb, David Stallworth, Lt. Graeter, Fire Chief Keeling Neves, and Nancy Sawyer.

PUBLIC HEARING

Mayor Hall opened the Public Hearing at 6:32 PM stating: A request for a Zone Map Amendment from the General Commercial/Retail (C-3) zoning district to the Multi-family Residential (MF-2) zoning district on the following property: **The northern 8.811-acre portion of a 10.00-acre tract of land, more or less, out of the J.B. Robinson Survey, Abstract No. 521, Williamson County, Texas; generally located along the north side of State Highway 29, approximately 1,521 feet east of U. S. Highway 183, and further identified as Assessor's Parcel No. R-432454.** In accordance with Section 211.006 of Texas' Local Government Code, a public hearing on this application will be conducted by the Planning and Zoning Commission. This hearing will begin at 6:30 PM on Tuesday, February 18, 2020. The Planning Commission will then forward its recommendations to the City Council, who will conduct its own public hearing at 6:30 PM on Monday, February 24, 2020 and make the final decision on this matter. Both public hearings will be held at the Municipal Court Building, Council Chambers, 2801 RM 1869 in Liberty Hill, Texas. There were no public comments. Rick Hall – Mayor closed the meeting at 6:35 PM.

PUBLIC COMMENTS

Kim Sanders – 309 Old Glory Trail – addressed Council. As a board member of the Liberty Hill Chamber of Commerce, she stated the Chamber voted to accept the Agreement between the Chamber and the City of Liberty Hill regarding use of the Stubblefield building.

FINANCE REPORT

Becky Wilkins – Finance Director presented details of the City's Monthly Cash and Investment Reports for the month of January 2020 as well as an update on the transition of EDC having their own bank account and how the monthly true-ups and settlements will work.

REPORTS TO CITY COUNCIL

PUBLIC WORKS

Brian Paul – Public Works presented January 2020 monthly statistics for the Public Works Department which included meter installations; water / wastewater connects; water/wastewater routine maintenance; water well maintenance; update on South Fork WWTP; update on WWTP expansion project; and, street

maintenance. The meter installation project is almost complete. The WWTP is operating smoothly. Van Alley parking is moving along. Park light poles start installation soon.

POLICE DEPARTMENT

Lieutenant Graeter provided an overview of January 2020 monthly statistics and activities for LHPD such as criminal activity; miscellaneous incidents/activities; traffic enforcement; investigation of traffic accidents; arrests; juvenile activity; and, warrant activity. 90% of the Police Department has been trained on CPR, AED, and rescue breathing.

CONSENT AGENDA

OUTCOME: On motion by Liz Rundzieher and second by Kathy Canady, Council approved Consent Agenda items listed below. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

- Minutes of Regular City Council meeting held Monday – February 10, 2020.
- Caughfield Revised Preliminary Plat - Larkspur Blvd and Hwy 183 North in the ETJ
- Highland Oaks – Phase 3 Plat located at CR 279 and Millbury Way in the ETJ
- Fusion Drinkware – Development/Stormwater Permit at 205 Mercy Way in the ETJ

REGULAR AGENDA

Review the City of Liberty Hill LUE Guidance Sheet for presentation to City Council. OUTCOME: David Stallworth – Senior Director of Planning addressed Council. He stated he has been tasked with review and update of the LUE Guidance Sheet which is a work in progress. He would like to add additional information based on land use and run the sheet by Public Works and an engineer. He will present again to Council at the March 23, 2020 meeting.

CONVENE TO EXECUTIVE SESSION

Mayor Hall convened City Council to Executive Session at 6:52 PM for Consultation with Legal Counsel pursuant to Texas Government Code §551.071 – Consultation with Legal Counsel; Texas Government Code §551.074 – Personnel Matters; and Texas Government Code §551.072 – Real Property. Council entertained discussion related to the matters shown below. OUTCOME: **No action was taken during Executive Session.**

- Consultation with Legal Counsel regarding real property owned by the City of Liberty Hill and potential acquisitions (Real Property -Texas Government Code §551.072).
- Consultation with Legal Counsel on the design for expansion of the City of Liberty Hill South Fork Wastewater Treatment Plant (WWTP) (Consultation with Legal Counsel-Texas Government Code §551.071).
- Consultation with Legal Counsel on transferring a portion of the Western District Water System in Georgetown. (Consultation with Legal Counsel -Texas Government Code §551.071).
- Consultation with Legal Counsel regarding reimbursement of wastewater facilities and Utility Facility Construction and conveyance Agreement for Stonewall Ranch Subdivision (Consultation with Legal Counsel-Texas Government Code §551.071).
- Consultation with Legal Counsel regarding job descriptions for City Administrator and Assistant City Administrator positions. (Consultation with Legal Counsel - Texas Government Code §551.071; Personnel-Texas Government Code §551.074).

RECONVENE TO REGULAR SESSION

Mayor Hall reconvened City Council to Regular Session at 8:11 PM following Consultation with Legal Counsel pursuant to Texas Government Code §551.071 – Consultation with Legal Counsel; Texas

Government Code §551.074 – Personnel Matters; and Texas Government Code §551.072 – Real Property. Council entertained discussion related to the matters shown below.

- Consultation with Legal Counsel regarding real property owned by the City of Liberty Hill and potential acquisitions (Real Property -Texas Government Code §551.072).
- Consultation with Legal Counsel on the design for expansion of the City of Liberty Hill South Fork Wastewater Treatment Plant (WWTP) (Consultation with Legal Counsel-Texas Government Code §551.071).
- Consultation with Legal Counsel on transferring a portion of the Western District Water System in Georgetown. (Consultation with Legal Counsel -Texas Government Code §551.071).
- Consultation with Legal Counsel regarding reimbursement of wastewater facilities and Utility Facility Construction and conveyance Agreement for Stonewall Ranch Subdivision (Consultation with Legal Counsel-Texas Government Code §551.071).
- Consultation with Legal Counsel regarding job descriptions for City Administrator and Assistant City Administrator positions. (Consultation with Legal Counsel – Texas Government Code §551.071; Personnel-Texas Government Code §551.074). **OUTCOME:** Kathy Canady made a motion to approved initiating search process, using the job description for Assistant City Administrator, changing the title of the position to Chief Operating Officer; with the position reporting to Mayor Hall. Kathy Canady amended her motion to include the recommendations be brought back to Council if there are candidates for consideration at the March 9th meeting; Mayor Hall, Kathy Canady, and Liz Rundzieher will review applications. The Motion was seconded by Tony DeYoung. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving a Development Agreement by and between MA Partners, LLC, Omega Ranch, LLC and the City of Liberty Hill affecting approximately 224.0 acres of land north of State Highway 29 and east of Kaufman Loop. **OUTCOME:** Mayor Hall introduced David Howell and Wyatt Henderson, developers for the project. Omega Ranch is an extension of Morningstar. Mayor Hall explained that when the commercial piece of this property is ready to be developed, that commercial piece will be given to the City's ETJ, with approval by Council. On motion by Kathy Canady and second by Steve McIntosh, Council approved the Development Agreement by and between MA Partners, LLC, Omega Ranch, LLC, and the City of Liberty Hill. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action to consent to a Petition by Omega Ranch, LLC to annex certain lands into the Williamson County Municipal Utility District, No. 23. **OUTCOME:** Mayor Hall stated the residential component of this property (145 acres) will be in the MUD. 78 commercial acres will eventually be in the City's ETJ but outside of the MUD. The public hearing for this will be on the March 9, City Council agenda. On motion by Tony DeYoung and second by Liz Rundzieher, Council approved the petition. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving advertisement for Bids for installation of high service pumps; construction of yard piping, value and mixer underground vaults and ground storage tank for Well Pump Station and GST for the City of Liberty Hill. **OUTCOME:** Curtis Steger– Steger & Bizzell addressed Council. This request is for Well Site 4 on the southwest side of the city. It is designed to receive water from Leander to go to the west side of town to serve the Butler Farms Development and is funded by that PID. Liz Rundzieher made a motion, seconded by Tony DeYoung to move forward with putting the

project out to bid. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTION.** Mr. Steger stated March 10th is pre-bid; bid opening is March 24th.

Discussion and Possible Action on bid award for CDBG Sidewalks Phase II Project for M & C Fonseca Construction Company, Inc in an amount not to exceed \$178,026.00; providing for proper review by Steger & Bizzell submittal of bids ranging from \$178,016.00 to \$303,567.00. OUTCOME: Curtis Steger – Steger & Bizzell presented, stating bids for the CDBG project opened February 11th. Three bids were received. Low Bid was \$178,016 from M & C Fonseca Construction Company, Inc. When this project is accomplished, the City will have approximately 50% of the downtown sidewalks complete. Following discussion, Steve McIntosh, seconded by Liz Rundzieher, made a motion to accept the bid from M & C Fonseca Construction Company, Inc. in an amount not to exceed \$178,016. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action for recommendation to City Council on approving an Ordinance (#12) to amend Chapter 4 -Appendix A of the Code of Ordinances for the City of Liberty Hill (the Unified Development Code) to revise the maximum building height limitations for certain zoning districts and rectify noted inconsistencies. OUTCOME: David Stallworth – Senior Director of Planning addressed Council, stating after reviewing maximum heights in other local and outlying cities and found 40-45' maximum height is the norm. Buildings at this height will be serviceable by the Liberty Hill Fire Department in the future; in the meantime, the City Fire Department has a mutual aid agreement with Leander, Cedar Park, and Georgetown fire departments should emergency assistance be required. Kathy Canady made a motion, seconded by Gram Lankford approving Ordinance 20-O-12 amending Chapter 4 – Appendix A of the Code of Ordinances. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on an Ordinance (#13) of the City Council of Liberty Hill approving a Zoning Map Amendment from General Commercial /Retail (C-3) zoning district to Multi-Family Residential (MF-2) zoning district on the following (Resolution #20-R-13). The northern 8.811-acre portion of a 10.00-acre tract of land, more or less, out of the J.B. Robinson Survey, Abstract No. 521, Williamson County, Texas; generally located along the north side of State Highway 29, approximately 1,521 feet east of U.S. Highway 183, and further identified as Assessor's Parcel No. R-432454. OUTCOME: David Stallworth – Senior Director of Planning addressed Council, stating the Planning Department recommends this zoning change on the property located north of Hwy 29 and East of Hwy 183. On motion by Tony DeYoung and second by Kathy Canady, Council approved Ordinance 20-O-13. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on appointment of Committee Members to the Liberty Hill City Charter Committee; providing for Committee Members residing within the City limits and / or owning a Business within City limits. OUTCOME: Mayor Hall stated the criteria for the committee, set by Council, is that members reside within City limits and/or own a business within City limits. Thirteen (13) have applied to be on the committee. Ten meet the criteria. On motion by Tony DeYoung and second by Liz Rundzieher, Council approved the appointment of the following members to the Liberty Hill City Charter Committee: Larry AllmanWhitney BraceKathy CanadyBill ChapmanDaniel DuckworthJohn JohnstonKeeling NevesLiz RundzieherKim SandersDianne Williams**Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.** Mayor Hall stated he would like to press for a November election which will require presenting to Council by August. Matt Powell – Powell Municipal stated the Committee could present and have a full review on the first Council meeting in August with a second workshop, if needed, at the second meeting in August with vote by Council at that meeting.

Discussion and Possible Action on approval of updates to the City of Liberty Hill Investment Policy. OUTCOME: Becky Wilkins – Finance Director addressed Council stating a city’s investment policy must be updated periodically per the Public Funds Investment Act. Ms. Wilkins said she is working to have a more robust policy. On motion by Tony DeYoung and second by Gram Lankford, Council approved updates to the Investment Policy. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on approving the position of Administrative Assistant for the City of Liberty Hill Planning Department. OUTCOME: Becky Wilkins – Finance / HR addressed Council stating when the Planning Department moved to another building, a temporary employee, Julissa Trevino, was put in place to handle administrative duties. Ms. Trevino is an asset to the department and is bilingual. On motion by Kathy Canady and second by Gram Lankford, Council approved transitioning Julissa Trevino from a temporary position to a full-time permanent position with the City. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

Discussion and Possible Action on authorizing Legal Counsel to proceed with dissolving the non-profit entity, San Gabriel River Basin Board, for the purpose of re-establishing the entity and a five-member Board; providing for appointment of Directors; providing for SG Board Bylaws amendment to provide for Directors to call into the meeting, if needed. OUTCOME: Mayor Hall stated this board was initially created to oversee parkland at Larkspur. However, all but one original member are no longer on the board. On motion by Liz Rundzieher and second by Steve McIntosh, Council authorized Legal Counsel to dissolve the current board and re-establish the five-member board. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.** This will be advertised on Facebook to attract new members to the board.

ITEMS FROM MAYOR AND COUNCIL

- Gateway Signs. Wayne Bonnet – Director of Public Works provided an update.
- Charles Canady Memorial Loop Signs. Wayne Bonnet – Director of Public Works provided an update.
- Attachment. Barbara Zwernemann – City Secretary stated the attachment shows upcoming calendar items.

ADJOURNMENT

On motion by Liz Rundzieher and second by Gram Lankford, the February 24, 2020 meeting of City Council was adjourned at 9:21 PM. **Motion passed on vote of 5 AYES, 0 NAYS, and 0 ABSTENTIONS.**

PASSED and APPROVED by the CITY COUNCIL of the CITY OF LIBERTY HILL, TEXAS on MONDAY – MARCH 9, 2020 on vote of ____ AYES, ____ NAYS, and ____ ABSTENTIONS.

Rick D. Hall – Mayor

Barbara Zwernemann – City Secretary